

AGENDA: PTA Committee & School Meeting Spring Term 1

Date: 17th January 2025

Time: 2pm

Location: Mr Tirrell's Office, LFA

Attendees:

- Michael Tirrell, Head of School (MT)
- Emma Lukey, Secretary (EL)
- Poorvi Muncke, Treasurer (PM)
- Kerilee Pearse (KP) WhatsApp dial in for part of the meeting

Apologies:

- Erica Nelson, Chair (EN), Karolina Curry, Sponsorship Manager (KaC), Xuan Kroeger, Communications Officer (XK), Kat Coffey (KC)

Items:

Ref	Agenda Point	Notes
1.	Events	
1.1	Magic Show 7 th March – availability of dining hall & refreshments permitted to sell	<ul style="list-style-type: none"> • PTA is proposing to hold two sessions, one at 3.30pm and the other at 5pm. PTA will obtain 50% of the tickets we sell. Mr T agreed PTA can have the dining hall and will move JAG. Mr T confirmed as it is a PTA event and outside of the school day we can sell some non healthy refreshments.
1.2	Inflatables afternoon on 4 th April – availability of sports hall	<ul style="list-style-type: none"> • Mr T confirmed happy for PTA to go ahead with this event in the sports hall. JAG team can bring kids so they can attend. KP will ask Jumping Jacks to help manage use of inflatables per summer fair
2.	Finance	
2.1	PTA donation towards curriculum: <ol style="list-style-type: none"> 1. How much and cut off date (reduce to £2k per instalment) 2. Fundraising to help sustain PTA bank account 3. Any anticipated changes to the current financial structure/income to the school 	<ol style="list-style-type: none"> 1. PM proposed we reduce instalment to £2k and agreed with Mr T we would do this per term and start the £2k from January. Also, if there is anything big or specific the school wants the PTA to raise money for, we can fundraise for that through an event. School needs to have requisitions raised and spending planned by February. Benches are now onsite at school. 2. It was discussed the £2k could be used for day to day items such as curriculum items and stationary etc. The school would like to

		<p>buy some new stage parts & also reconsider improving the sports hall. ACTION: Mr T to put together a list of items the school needs</p> <p>KP proposed to rent out the dining hall and use the rental money for items to the school. Also have different pots of money for each specific item so parents/carers can contribute to what they would like to contribute to. Possibility to also call out in the newsletter we are looking for a parent/carer to help with a specific task for something they specialise in. Amazon wish lists and just giving links are going in the newsletter for parents/carers to contribute</p> <p>3. It was discussed whether STEP could potentially reduce the amount of funding given to the school based on how much money is raised from the PTA. Mr T confirmed the amount of funding provided is based on the number of classes that the school has.</p>
3.	Purchases	
3.1	Composting toilets on the field	<ul style="list-style-type: none"> Mr T advised EN has been in contact with the PTA from Bickley primary who have passed on to the head teacher there. The head teacher has confirmed their PTA is amenable to a discussion about contributing to these toilets but would like to see a proposal from us first. ACTION: EN to action
4.	AOB	
4.1	Online safety event	<ul style="list-style-type: none"> A year 6 parent has suggested to Mr T we run an online safety event for parents and children together after school. Age 10 is the age of criminal liability and the school would like to get important messages across to year 6 with the parents present to avoid any miscommunication and interpretation. ACTION: PTA to arrange This will be in addition to the online safety coffee morning just with parents (due to happen on 24th Jan) which PTA & Mr T agreed this would be postponed to a later date.

Meeting closed: 2:55pm

Next Meeting: 7th March 2025